

Sample Letter

Please print or type your letter on a separate piece of paper, filling in the missing information and customizing it to be your own. Sign it, and include it with your employment authorization application packet.

Date _____

U.S. Citizenship and Immigration Service

Re: J-2 Employment Authorization Application

To Whom It May Concern:

I am the J-2 dependent of J-1 Exchange Visitor _____ (SEVIS ID N00..... *input your spouse's SEVIS number from the upper right hand corner of his/her DS-2019*) and I wish to apply for (*an extension of my previously granted*) permission to accept employment. My

(*spouse*) (*parent*) receives a (*stipend*) (*salary*) (*grant*) from

_____ sufficient to provide for our family's expenses.

I wish to be employed to have additional money to further my experience in the U.S. through (*travel, classes, joining clubs etc. Please describe what you will do with your extra spend money*). Any money which I earn from such employment will not be for the support of my (*spouse*) (*parent*). Documentary evidence of my J-1 (*spouse's*) (*parent's*) ability to support us can be found on the enclosed DS-2019s. Please grant me (*an extension of my previously approved*) permission to be employed.

Sincerely,

Signature

Print Name

Address